

## Cited Allowable Cost Reference Sheet

The list below is meant to be a quick reference guide that summarizes the most frequently occurring allowable indirect costs. This list is not meant to be all-inclusive, and it is recommended to review 2 CFR (Code of Federal Regulations) Part 200, Subpart E – “Cost Principles” when in doubt to obtain additional information. A cross reference to the Uniform Guidance is cited in the last column to facilitate your research.

		<b>Reference</b>
	<b>Cited Allowable Costs</b>	<b>2 CFR Part 200</b>
1	<b>Audit Services</b> <ul style="list-style-type: none"> <li>▪ A proportionate share of a required single audit is allowable (not allowable if not required)</li> </ul>	200.425
2	<b>Bonding</b> <ul style="list-style-type: none"> <li>▪ Costs incurred for bonding are allowable as direct or indirect costs</li> </ul>	200.427
3	<b>Collection of Improper Payments</b> <ul style="list-style-type: none"> <li>▪ Costs incurred to collect improper payments are allowable</li> </ul>	200.428
4	<b>Compensation for Personal Services (employees)</b> <ul style="list-style-type: none"> <li>▪ Is allowable if: <ul style="list-style-type: none"> <li>– It is reasonable for the services rendered and conforms to the established written policy of the non-Federal entity consistently applied to both Federal and non-Federal activities</li> <li>– It follows and appointment made in accordance with a non-Federal entity’s laws and/or rules or written policies and meets the requirements of Federal statute, where applicable</li> <li>– It is properly documented</li> </ul> </li> <li>▪ Faculty compensation must be based on IBS (Institutional Base Salary)</li> <li>▪ Release time must be based on IBS</li> <li>▪ Extra Service Pay (overload compensation) <ul style="list-style-type: none"> <li>– The non-Federal entity establishes consistent written policies which apply uniformly to all faculty members, not just those working on Federal awards</li> <li>– The non-Federal entity establishes a consistent written definition of work covered by IBS which is specific enough to determine conclusively when work beyond that level has occurred. This may be described in appointment letter or other documentations.</li> </ul> </li> <li>▪ Faculty compensation outside the regular academic year must not exceed the IBS rate</li> <li>▪ Charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed.</li> </ul>	200.430 200.431 Compensation – Fringe Benefits

## Cited Allowable Cost Reference Sheet

5	<b>Conferences</b> <ul style="list-style-type: none"> <li>▪ Costs incurred for hosting conferences are allowable</li> </ul>	200.432
6	<b>Contingency Provisions</b> <ul style="list-style-type: none"> <li>▪ Allowable in construction projects when reasonable</li> <li>▪ Allowable in fringe benefit calculations and for insurance purposes</li> <li>▪ Otherwise unallowable</li> </ul>	200.433
7	<b>Depreciation</b> <ul style="list-style-type: none"> <li>▪ Compensation for the use of the grantee's capital assets (building and equipment) is allowable when necessary and when calculated according to the depreciation rules in 2 CFR 200.436</li> </ul>	200.436
8	<b>Employee Health and Welfare Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable if there are documented policies for the improvement of working conditions, employer-employee relations, employee health or employee performance</li> </ul>	200.437
9	<b>Exchange Rates</b> <ul style="list-style-type: none"> <li>▪ Increased costs because of exchange rate fluctuations are allowable costs subject to availability of funding</li> </ul>	200.440
10	<b>Insurance and Indemnification</b> <ul style="list-style-type: none"> <li>▪ Allowable, but with many restrictions</li> <li>▪ Contributions to a reserve for certain self-insurance programs including workers' compensation, unemployment compensation, and severance pay are allowable subject to the following provisions: <ul style="list-style-type: none"> <li>– The type of coverage and the extent of coverage and the rates and premiums would have been allowed had insurance (including reinsurance) been purchased to cover the risks.</li> <li>– However, provisions for known or reasonably estimated self-insured liabilities, which do not become payable for more than one year after the provision is made, must not exceed the discounted present value of the liability. The rate used for discounting the liability must be determined by giving consideration to such factors as the non-Federal entity's settlement rate for those liabilities and its investment rate of return.</li> </ul> </li> </ul>	200.447
11	<b>Intellectual Property</b> <ul style="list-style-type: none"> <li>▪ Some costs allowable; others unallowable</li> </ul>	200.448
12	<b>Interest</b> <ul style="list-style-type: none"> <li>▪ Costs incurred for interest on borrowed capital, temporary use of endowment funds, or the use of the non-Federal entity's own funds are unallowable.</li> <li>▪ However, financing costs (including interest) to acquire, construct, or replace capital assets are allowable.</li> </ul>	200.449

## Cited Allowable Cost Reference Sheet

	<ul style="list-style-type: none"> <li>▪ Federal funds can be used to pay the interest charges on the lease-purchase of capital assets (over \$5,000 unit acquisition cost), but not consumable supplies.</li> </ul>	
13	<b>Maintenance and Repair Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable if they do not add to the useful life or value</li> </ul>	200.452
14	<b>Materials and Supply Costs</b> <ul style="list-style-type: none"> <li>▪ Consumable supplies used by the project are allowable at cost, less any credits</li> <li>▪ If supplies come from a central store, they must be charged at actual net cost</li> <li>▪ Computing devices (computers, servers and other IT hardware) may be charged as direct costs if they are essential and allocable, even if not solely dedicated to the performance of a Federal award.</li> </ul>	200.453
15	<b>Memberships, Subscriptions, and Professional Activity Costs</b> <ul style="list-style-type: none"> <li>▪ Costs of membership in business, technical, and professional organizations are allowable.</li> <li>▪ Costs of subscriptions to business, professional, and technical periodicals are allowable.</li> <li>▪ Costs of membership in any civic or community organization are allowable with prior approval by the Federal awarding agency or pass-through entity.</li> <li>▪ Costs of membership in any country club or social or dining club or organization are unallowable.</li> <li>▪ Costs of membership in organizations whose primary purpose is lobbying are unallowable. <ul style="list-style-type: none"> <li>– Many TRIO programs pay for membership in COE (Council for Opportunity in Education) because it is considered an educational organization, even though they are also a powerful advocate for TRIO.</li> </ul> </li> </ul>	200.454
16	<b>Participant Support Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable with prior approval (e.g., Upward Bound)</li> </ul>	200.456
17	<b>Plant and Security Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable</li> </ul>	200.457
18	<b>Pre-Award Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable with prior approval (e.g., Expanded Authorities)</li> </ul>	200.458
19	<b>Professional Service Costs (Consultants)</b> <ul style="list-style-type: none"> <li>▪ Allowable; relevant factors must be considered</li> </ul>	200.459
20	<b>Proposal Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable as indirect costs only</li> </ul>	200.460
21	<b>Publications and Printing</b> <ul style="list-style-type: none"> <li>▪ Allowable</li> </ul>	200.461

## Cited Allowable Cost Reference Sheet

22	<b>Rearrangements and Reconversion</b> <ul style="list-style-type: none"> <li>▪ Allowable as a direct cost with prior approval if directly related to the sponsored project</li> </ul>	200.462
23	<b>Recruiting Costs for Employees</b> <ul style="list-style-type: none"> <li>▪ Allowable when applied consistently</li> </ul>	200.463
24	<b>Relocation Costs of Employees</b> <ul style="list-style-type: none"> <li>▪ Allowable with conditions</li> </ul>	200.464
25	<b>Rental Costs of Real Property and Equipment</b> <ul style="list-style-type: none"> <li>▪ Allowable</li> </ul>	200.465
26	<b>Scholarships and Student Aid</b> <ul style="list-style-type: none"> <li>▪ Scholarships are allowable only when the purpose of the award is to provide training to selected participants and with prior approval</li> <li>▪ Tuition remission and other forms of compensation in lieu of wages is allowable with restrictive conditions (not available to community colleges)</li> </ul>	200.466
27	<b>Specialized Service Facilities</b> <ul style="list-style-type: none"> <li>▪ Allowable</li> </ul>	200.468
28	<b>Taxes (including value added tax)</b> <ul style="list-style-type: none"> <li>▪ Taxes which the institution is required to pay are generally allowable</li> </ul>	200.470
29	<b>Termination Costs</b> <ul style="list-style-type: none"> <li>▪ Generally Allowable</li> </ul>	200.471
30	<b>Training and Education Costs Training and Education Costs</b> <ul style="list-style-type: none"> <li>▪ The cost of training and education provided for employee development is allowable</li> </ul>	200.472
31	<b>Transportation Costs (Shipping)</b> <ul style="list-style-type: none"> <li>▪ Allowable</li> </ul>	200.473
32	<b>Travel Costs</b> <ul style="list-style-type: none"> <li>▪ Allowable with many restrictions, but the restrictions are typical for public institutions. They include: <ul style="list-style-type: none"> <li>– Must be consistent with institutional policy</li> <li>– Must be necessary for the project</li> <li>– Airfare must be on least expensive carrier unless it qualifies for one of the exceptions</li> <li>– Temporary dependent care costs above normal are allowed</li> <li>– If the institution doesn't have a written policy, Federal guidelines prevail</li> </ul> </li> </ul>	200.474
33	<b>Trustees</b> <ul style="list-style-type: none"> <li>▪ Travel and subsistence costs of trustees (or directors) are allowable</li> </ul>	200.475